

Record of Email Discussion 5/12/25:

Irrigation Issue – Pump House Lawn

HOA Meeting Minutes

Date Range Covered: May 12 – May 27, 2025

- **5/12/25 – 7:28 PM** - BoD Member 1 emailed HOA Services requesting that Maple Leaf Landscaping inspect the lawn near the pump house, noting that the area appeared distressed.
- **5/12/25 – 8:32 PM** - BoD Member 2 responded, noting Maple Leaf had been on-site on 5/2/25 to repair a damaged ball valve inside the pump house. It was suggested that irrigation may not have been reactivated after the repair. BoD Member 2 agreed Maple Leaf should be contacted to verify irrigation function.
- **5/13/25 – 11:04 AM** - HOA Services contacted Maple Leaf to request an inspection and to ensure the irrigation system was operational.
- **5/14/25 – 9:01 AM** - Maple Leaf confirmed a technician was dispatched and reported no issues. The system was running properly.
- **5/23/25 – 10:26 AM** - BoD Member 1 reported that the lawn around the pump house remained distressed. Spot moisture testing indicated several areas were completely dry. A follow-up inspection by Maple Leaf was requested.
- **5/27/25 – 10:49 AM** - HOA Services reached out to Maple Leaf to dispatch a technician for re-evaluation.
- **5/27/25 – 11:04 AM** - Maple Leaf responded, reporting that during their site visit on 5/23/25, the irrigation timer had been found in the “off” position, despite being active on 5/14/25. Technicians restored the timer settings and tested all zones. Maple Leaf noted that their technician had installed a new padlock on 5/14/25, but it appeared someone had been unscrewing the latch and entering the pump house.

- **5/27/25 – 11:15 AM** - HOA Services responded to Maple Leaf’s findings, recommending that a new locking mechanism be installed to prevent unauthorized access to the pump house.
 - **5/27/25 – 3:16 PM** - BoD Member 2 reported purchasing a new latch/hasp to improve pump house security.
 - **5/27/25 – 4:00 PM** - Maple Leaf dispatched technicians again to check the timer and make necessary adjustments to correct the irrigation issue.
 - **5/27/25 – 6:15 PM** - BoD Member 2 confirmed installation of a new safety hasp on the pump house to prevent unauthorized access.
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Summary:

The HOA Board addressed ongoing concerns regarding distressed lawn conditions near the pump house, linked to potential irrigation system tampering. Maple Leaf confirmed proper irrigation function as of 5/14/25, but subsequent tampering caused the system to shut off. As of 5/27/25, the irrigation has been reset and a new safety hasp installed. HOA Services and the Board are recommending further security measures to prevent continued unauthorized access.

Next Steps:

- Continue to monitor lawn condition.
- Evaluate effectiveness of the new hasp and consider additional security enhancements if needed.